

OVERVIEW OF BUDGET

DEPARTMENT: IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
ADMINISTRATOR: DAVID AROCHO
BUDGET UNIT: RHH 498

I. GENERAL PROGRAM STATEMENT

The In-Home Supportive Services (IHSS) Program was created in 1973 to serve elderly, blind, or disabled individuals who are not able to remain in their homes without assistance. Section 12302.25 of the Welfare and Institutions Code mandate that each County, on or before January 1, 2003, must act as, or establish an employer of record for the IHSS providers for collective bargaining purposes. The IHSS Public Authority was established to comply with that mandate.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	52,494	1,824,576	1,054,255	6,738,893
Total Revenue	1,337,592	1,824,576	1,054,255	6,738,893
Fund Balance				-
Budgeted Staffing		14.0		16.0

Estimated 2002-03 expenses are approximately \$770,321 under budget. Cost savings were realized in leased facility cost and full staffing was not achieved until March 2003.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

Net increase in 2.0 budgeted positions. Added 2.0 IHSS Assistants due to workload needs.

PROGRAM CHANGES

An Emergency Respite Service program is being added to assist IHSS clients whose IHSS care-provider becomes suddenly unavailable. The cost and description (24 Hour Emergency Service) of this service was not correctly stated in the 2002-03 budget. The anticipated cost and description is accurately stated in the 2003-04 budget.

OTHER CHANGES

On January 14, 2003 the IHSS Board of Directors approved an MOU between the IHSS employees union and the Public Authority, which provided for 1) a wage increase and, 2) an annual amount not to exceed \$1 million in local share to fund health care benefits for eligible providers. The Board of Supervisors approved the appropriations and revenues in Item 65 on January 14, 2003.

Total appropriations and revenue budgeted for health care benefits in 2003-04 are \$4,545,455. Federal and State reimbursement will cover approximately 78% of total expenditures (\$3,545,455) for health care benefits. The remaining 22% (\$1,000,000) is local share. The local share will be funded with Social Services Sales Tax (Realignment).

The Public Authority will pay health care benefits. Claims for state/federal reimbursement (approximately 78%) are filed quarterly with the state and will be reimbursed through this budget unit. The remaining local share will be provided through operating transfers from the HSS Administrative budget.

IV. VACANT POSITION IMPACT

None.

V. POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Human Services System
DEPARTMENT: IHSS Public Authority
FUND: Special Revenue RHH 498

FUNCTION: IHSS
ACTIVITY: Public Authority

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget
<u>Appropriation</u>					
Salaries and Benefits	421,151	649,924	-	-	649,924
Services and Supplies	606,038	1,124,652	-	-	1,124,652
Transfers	-	-	-	-	-
Other Charges	-	-	-	-	-
Equipment	<u>27,066</u>	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>50,000</u>
Total Appropriation	1,054,255	1,824,576	-	-	1,824,576
<u>Revenue</u>					
State, Fed or Gov't Aid	822,319	1,423,169	-	-	1,423,169
Other Revenue	<u>231,936</u>	<u>401,407</u>	<u>-</u>	<u>-</u>	<u>401,407</u>
Total Revenue	1,054,255	1,824,576	-	-	1,824,576
Local Cost	-	-	-	-	-
Budgeted Staffing		14.0			14.0

GROUP: Human Services System
DEPARTMENT: IHSS Public Authority
FUND: Special Revenue RHH 498

FUNCTION: IHSS
ACTIVITY: Public Authority

ANALYSIS OF 2003-04 BUDGET

	E	F	E+F		G+H		I+J
	Board	Recommended	G	H	I	J	K
	Approved	Program	2003-04	Vacant	2003-04	Recommended	2003-04
	Base	Funded	Department	Position	Proposed	Vacant	Recommended
	Budget	Adjustments	Request	Impact	Budget	Restoration	Budget
Appropriation							
Salaries and Benefits	649,924	140,991	790,915	-	790,915	-	790,915
Services and Supplies	1,124,652	105,724	1,230,376	-	1,230,376	-	1,230,376
Transfers	-	143,287	143,287	-	143,287	-	143,287
Other Charges	-	4,545,455	4,545,455	-	4,545,455	-	4,545,455
Equipment	<u>50,000</u>	<u>(21,140)</u>	<u>28,860</u>	<u>-</u>	<u>28,860</u>	<u>-</u>	<u>28,860</u>
Total Appropriation	1,824,576	4,914,317	6,738,893	-	6,738,893	-	6,738,893
Revenue							
State, Fed or Gov't Aid	1,423,169	3,833,168	5,256,337	-	5,256,337	-	5,256,337
Other Revenue	<u>401,407</u>	<u>1,081,149</u>	<u>1,482,556</u>	<u>-</u>	<u>1,482,556</u>	<u>-</u>	<u>1,482,556</u>
Total Revenue	1,824,576	4,914,317	6,738,893	-	6,738,893	-	6,738,893
Fund Balance	-	-	-	-	-	-	-
Budgeted Staffing	14.0	2.0	16.0		16.0		16.0

IHSS PUBLIC AUTHORITY

Recommended Program Funded Adjustments

Salaries and Benefits	<u>140,991</u>	Added 2.0 IHSS Assistants, wage increases.
Services and Supplies	(107,634)	Decrease in inventorable equipment.
	17,500	Increase in telephone line costs due to operations reaching full capacity.
	14,350	Increase in staff travel.
	(17,010)	Vehicle purchase that was moved to appropriate object code (4040).
	(54,100)	Decrease in computer software expense due to ability to negotiate a more favorable contract for the registry software.
	43,417	Increase in postage due to the full implementation of the registry which will require a much higher volume of correspondence than that required in 2002-03.
	(42,285)	Decrease in space costs due to negotiation of a more favorable lease agreement than anticipated in 2002-03.
	42,200	Increase in background checks due to additional costs anticipated for conducting California Department of Justice Criminal Background Investigation (CBI) on prospective providers to be listed on the Public Authority registry; It is expected that 20% of the provider pool will be listed on the registry, at a cost of approximately \$47.00 per CBI.
	194,400	Increase in Emergency Respite services due to a restructuring of the 24hr emergency service.
	67,275	Increase in provider/client training due to adjustments in response to state funding commitment for training; approximately 5% of providers and 5% of clients will receive training.
	21,222	Increased due to increased need for fiscal support from Aging and Adult Services staff.
	(73,611)	Misc decreases in other services and supplies.
	<u>105,724</u>	
Transfers	<u>143,287</u>	Increase due to Human Resource and Administrative Support charges budgeted in transfers out.
Other Charges	<u>4,545,455</u>	IHSS provider medical benefits.
Equipment	<u>(21,140)</u>	Decreased due to the fact that the majority of equipment purchases will have been completed in the 2002-03.
Total Appropriation	<u>4,914,317</u>	
Revenue		
State, Fed or Gov't Aid	<u>4,914,317</u>	
Total Revenue	<u>4,914,317</u>	
Fund Balance	<u>-</u>	

**COUNTY OF SAN BERNARDINO ECONOMIC AND COMMUNITY DEVELOPMENT CORPORATION
OVERVIEW OF BUDGET**

DEPARTMENT: Economic Community Development
ASSISTANT COUNTY ADMINISTRATOR: THOMAS R. LAURIN
BUDGET UNIT: SFI 499

I. GENERAL PROGRAM STATEMENT

In September 1987 the Board of Supervisors formed the County of San Bernardino Economic and Community Development Corporation to provide additional methods of financing the acquisition of property, for and on behalf of private enterprise, to promote and enhance economic development and increase opportunities for useful employment. Another primary purpose was added in July 1998, to strengthen public-private partnerships and to expand the supply of decent, safe, sanitary, and affordable housing. The annual Economic and Community Development Corporation budget provides for professional services related to the issuance of bonds, promotion of the financing program, and other program related costs

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	28	18,785	35	18,850
Total Revenue	147	12,600	100	12,600
Fund Balance		6,185		6,250

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

Estimated revenue is less than budgeted because no bonds were issued due to the low market interest rates.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

None.

PROGRAM CHANGES

None.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Economic Development/Public Services
 DEPARTMENT: Economic and Community Development
 FUND: Special Revenue SFI 499

FUNCTION: Public Assistance
 ACTIVITY: Other Assistance

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Services and Supplies	35	18,785	-	-	18,785
Total Appropriation	35	18,785	-	-	18,785
<u>Revenue</u>					
Use of Money & Prop	100	100	-	-	100
Current Services	-	12,500	-	-	12,500
Total Revenue	100	12,600	-	-	12,600
Fund Balance		6,185	-	-	6,185

GROUP: Economic Development/Public Services
DEPARTMENT: Economic and Community Development
FUND: Special Revenue SFI 499

FUNCTION: Public Assistance
ACTIVITY: Other Assistance

ANALYSIS OF 2003-04 BUDGET

	E	F	E+F		G+H		I+J
	Board	Recommended	G	H	I	J	K
	Approved	Program	2003-04	Vacant	2003-04	Recommended	2003-04
	Base	Funded	Department	Position	Proposed	Vacant	Recommended
	Budget	Adjustments	Request	Impact	Budget	Restoration	Budget
	(Adjusted)						
Appropriation							
Services and Supplies	18,785	65	18,850	-	18,850	-	18,850
Total Appropriation	18,785	65	18,850	-	18,850	-	18,850
Revenue							
Use of Money & Prop	100	-	100	-	100	-	100
Current Services	12,500	-	12,500	-	12,500	-	12,500
Total Revenue	12,600	-	12,600	-	12,600	-	12,600
Fund Balance	6,185	65	6,250	-	6,250	-	6,250

Recommended Program Funded Adjustments

Services and Supplies	65	Fund balance adjustment
Total Appropriation	65	
Revenue		
Use of Money & Prop	-	
Current Services	-	
Total Revenue	-	
Fund Balance	65	

**COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY (CoIDA)
OVERVIEW OF BUDGET**

DEPARTMENT: Economic Community Development
ASSISTANT COUNTY ADMINISTRATOR: THOMAS R. LAURIN
BUDGET UNIT: SPG 510

I. GENERAL PROGRAM STATEMENT

In March 1981 the Board of Supervisors created the San Bernardino County Industrial Development Authority (CoIDA) to issue tax-exempt industrial development bonds, for the furtherance of economic development and creation of new jobs within the County. The annual CoIDA budget provides for professional services related to the issuance of bonds, promotion of the financing program, and other program related costs.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	121	40,487	1,000	40,337
Total Revenue	1,816	1,200	850	1,200
Fund Balance		39,287		39,137

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

Estimated revenue is less than budgeted because no bonds were issued due to the low market interest rates.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

None.

PROGRAM CHANGES

None.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Economic Development/Public Services
 DEPARTMENT: Economic and Community Development
 FUND: Special Revenue SPG 510

FUNCTION: Public Assistance
 ACTIVITY: Other Assistance

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Services and Supplies	1,000	40,487	-	-	40,487
Total Appropriation	1,000	40,487	-	-	40,487
<u>Revenue</u>					
Use of Money & Prop	850	1,200	-	-	1,200
Current Services	-	-	-	-	-
Total Revenue	850	1,200	-	-	1,200
Fund Balance		39,287	-	-	39,287

GROUP: Economic Development/Public Services
DEPARTMENT: Economic and Community Development
FUND: Special Revenue SPG 510

FUNCTION: Public Assistance
ACTIVITY: Other Assistance

ANALYSIS OF 2003-04 BUDGET

	E	F	E+F	H	G+H	J	I+J
	Board	Recommended	G		I		K
	Approved	Program	2003-04	Vacant	2003-04	Recommended	2003-04
	Base	Funded	Department	Position	Proposed	Vacant	Recommended
	Budget	Adjustments	Request	Impact	Budget	Restoration	Budget
	(Adjusted)						
Appropriation							
Services and Supplies	40,487	(150)	40,337	-	40,337	-	40,337
Total Appropriation	40,487	(150)	40,337	-	40,337	-	40,337
Revenue							
Use of Money & Prop	1,200	-	1,200	-	1,200	-	1,200
Current Services	-	-	-	-	-	-	-
Total Revenue	1,200	-	1,200	-	1,200	-	1,200
Fund Balance	39,287	(150)	39,137	-	39,137	-	39,137

Recommended Program Funded Adjustments

Supplies	(150)	Fund balance adjustment.
Total Appropriation	(150)	
Total Revenue	-	
Fund Balance	(150)	

OVERVIEW OF BUDGET

DEPARTMENT: REDEVELOPMENT AGENCY
REDEVELOPMENT ADMINISTRATOR: JOHN NOWAK

The Redevelopment Agency of the County of San Bernardino was established in 1980 under the California Community Redevelopment Act. Although a study was made at that time to assess the feasibility of establishing one or more redevelopment project areas, no projects were created. However, the proposal to build a speedway on a portion of the site once occupied by the Kaiser Steel Plant near Fontana stimulated new interest in redevelopment. As a result of that interest, in 1995 the entire former Kaiser site and other blighted industrial property in its vicinity were incorporated into a project called the San Sevaire Redevelopment Project. The major objectives of the project are to encourage private sector investment in the development and redevelopment of the area by removing impediments to growth, eliminating and/or preventing the spread of blight and deterioration, and correcting infrastructure deficiencies.

In 1993 the Victor Valley Redevelopment Project was established for the purpose of providing economic development to the former George Air Force Base. The Project Area was a joint project of the Cities of Adelanto, Hesperia, Victorville, the Town of Apple Valley, and the County of San Bernardino. The Project is under the direction of the Victor Valley Economic Development Authority (VVEDA) and is administered by the City of Victorville. The county receives a portion of the tax increment generated within the unincorporated area of the project, which is accounted for in two new budget units created for 2003-04.

The following are the budget units that the Redevelopment Agency oversees:

	2003-04			
	Appropriation	Revenue	Fund Balance	Staffing
Operating Fund	5,847,251	1,586,200	4,261,051	2.9
Housing Fund	4,900,887	632,900	4,267,987	-
Debt Service Fund	4,601,251	3,664,296	936,955	-
RDA Capital Projects	7,256,559	73,350	7,183,209	-
RDA Housing Projects	252,251	4,350	247,901	
VVEDA	830,219	174,415	655,804	
VVEDA Housing	<u>252,685</u>	<u>43,604</u>	<u>209,081</u>	<u>-</u>
TOTAL	23,941,103	6,179,115	17,761,988	2.9

BUDGET UNIT: OPERATING FUND (SPF RDA)

I. GENERAL PROGRAM STATEMENT

This operating fund was created to account for the Redevelopment Agency's administrative functions, including staffing requirements.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	(654,012)	5,203,818	771,899	5,847,251
Total Financing Sources	<u>134,455</u>	<u>1,665,118</u>	<u>1,494,250</u>	<u>1,586,200</u>
Fund Balance		3,538,700		4,261,051
Budgeted Staffing		2.1		2.9

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

REDEVELOPMENT AGENCY

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

Budgeted staffing has a net increase of 0.9 positions. A part time contract position (0.1) was deleted. As discussed during the RDA Board workshop on February 25, 2003, 1.0 Redevelopment Analyst position was added.

PROGRAM CHANGES

None.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

DEPARTMENT: Redevelopment Agency - Operating Fund
FUND: Special Revenue SPF RDA

ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Salaries and Benefits	209,775	183,454	9,101	42,617	235,172
Services and Supplies	207,286	4,691,649	(26)	-	4,691,623
Central Computer	1,438	1,438	(880)	-	558
Other Charges	20,000	20,000	-	-	20,000
Transfers	<u>333,400</u>	<u>348,400</u>	<u>-</u>	<u>-</u>	<u>348,400</u>
Total Exp Authority	771,899	5,244,941	8,195	42,617	5,295,753
Reimbursements	<u>-</u>	<u>(41,123)</u>	<u>-</u>	<u>-</u>	<u>(41,123)</u>
Total Appropriation	771,899	5,203,818	8,195	42,617	5,254,630
<u>Revenue</u>					
Use of Money & Prop	<u>109,450</u>	<u>140,000</u>	<u>-</u>	<u>-</u>	<u>140,000</u>
Total Revenue	109,450	140,000	-	-	140,000
Operating Transfers In	<u>1,384,800</u>	<u>1,525,118</u>	<u>8,195</u>	<u>42,617</u>	<u>1,575,930</u>
Total Financing Sources	1,494,250	1,665,118	8,195	42,617	1,715,930
Fund Balance		3,538,700	-	-	3,538,700
Budgeted Staffing		2.1		(0.1)	2.0

GROUP: Economic Development/public Services
DEPARTMENT: Redevelopment Agency - Operating Fund
FUND: Special Revenue SPF RDA

FUNCTION: General
ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2003-04 Department Request	H Vacant Position Impact	G+H I 2003-04 Proposed Budget (Adjusted)	J Recommended Vacant Restoration	I+J K 2003-04 Recommended Budget
<u>Appropriation</u>							
Salaries and Benefits	235,172	28,793	263,965	-	263,965	-	263,965
Services and Supplies	4,691,623	777,625	5,469,248	-	5,469,248	-	5,469,248
Central Computer	558	-	558	-	558	-	558
Other Changes	20,000	-	20,000	-	20,000	-	20,000
Transfers	348,400	49,936	398,336	-	398,336	-	398,336
Total Exp Authority	5,295,753	856,354	6,152,107	-	6,152,107	-	6,152,107
Reimbursements	(41,123)	(263,733)	(304,856)	-	(304,856)	-	(304,856)
Total Appropriation	5,254,630	592,621	5,847,251	-	5,847,251	-	5,847,251
<u>Revenue</u>							
Use of Money & Prop	140,000	(62,000)	78,000	-	78,000	-	78,000
Total Revenue	140,000	(62,000)	78,000	-	78,000	-	78,000
Operating Transfer In	1,575,930	(67,730)	1,508,200	-	1,508,200	-	1,508,200
Total Financing Sources	1,715,930	(129,730)	1,586,200	-	1,586,200	-	1,586,200
Fund Balance	3,538,700	722,351	4,261,051	-	4,261,051	-	4,261,051
Budgeted Staffing	2.0	0.9	2.9		2.9		2.9

REDEVELOPMENT AGENCY

Base Year Adjustments		
Salaries and Benefits	3,294	MOU increases.
	<u>5,807</u>	Retirement increases.
	<u>9,101</u>	
Services and Supplies	<u>(26)</u>	Decrease in EHAP charges.
Central Computer	<u>(880)</u>	Decrease in ISD charges.
Total Base Year Appropriation	<u>8,195</u>	
Total Base Year Sources	<u>8,195</u>	Increase in revenue to cover base year adjustments.
Total Base year Fund Balance	<u>-</u>	
Mid-Year Adjustments		
Salaries and Benefits	132,252	Add 0.9 contract RDA Administrator position-Board approved March 25, 2003.
	<u>(89,635)</u>	Delete (1.0) Redevelopment Program Manager position.
	<u>42,617</u>	
Total Mid-Year Appropriation	<u>42,617</u>	
Total Mid-Year Sources	<u>42,617</u>	Increase in revenue to cover mid-year adjustments.
Total Mid-Year Fund Balance	<u>-</u>	

Recommended Program Funded Adjustments		
Salaries and Benefits	(38,848)	Delete (0.1) Contract Redevelopment Coordinator position.
	67,243	Add 1.0 RDA Analyst position.
	<u>398</u>	Misc changes in salaries and benefits.
	<u>28,793</u>	
Services and Supplies	401,828	Increase in other professional services based on additional fund balance.
	77,300	Increase in other professional services based on professional services required for various projects.
	300,000	Professional services for special redevelopment studies.
	(11,300)	Rent expense moved to transfers-out.
	(365)	EHAP moved to transfers-out.
	<u>10,162</u>	Net change to all other expenditures in this category.
	<u>777,625</u>	
Transfers	50,000	General plan update support.
	365	EHAP moved from services and supplies.
	11,055	Rent expense moved from services and supplies.
	<u>(11,484)</u>	Decreased cost of ED/PSG administrative support and economic subgroup services.
	<u>49,936</u>	
Reimbursements	(304,856)	Reimbursement for RDA administrative expenses from Housing Fund (\$265,190), VVEDA (\$19,833), VVEDA Housing (\$19,833) .
	<u>41,123</u>	Reduction in reimbursement of non San Sevaire RDA costs from ED/PSG-Admin.
	<u>(263,733)</u>	
Total Appropriation	<u>592,621</u>	
Revenue	<u>(62,000)</u>	Decrease in interest revenue.
Operating Transfers-In	<u>(67,730)</u>	Decrease in other financing sources from the debt service fund due to increase in bond pmt, and base year and mid-year adjustments.
Total Financing Sources	<u>(129,730)</u>	
Fund Balance	<u>722,351</u>	

REDEVELOPMENT AGENCY

BUDGET UNIT: HOUSING FUND (SPH RDA)

I. GENERAL PROGRAM STATEMENT

The Housing Fund was established to segregate 20% of the gross tax increment revenues generated by the project. The revenues are used to conserve and/or expand the supply of affordable housing to low and moderate-income households. There is no staffing associated with this budget.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	(898,596)	4,192,159	1,050	4,900,887
Total Sources	110,323	585,472	662,350	632,900
Fund Balance		3,606,687		4,267,987

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, the actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

Estimated revenue in 2002-03 exceeds budget as a result of additional interest income and the distributed tax increment being greater than the amount budgeted.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

None.

PROGRAM CHANGES

None.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Economic Development/Public Services
DEPARTMENT: Redevelopment Agency - Housing Fund
FUND: Special Revenue SPH RDA

FUNCTION: General
ACTIVITY: Other General

REDEVELOPMENT AGENCY

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Services & Supplies	1,050	4,192,159	-	-	4,192,159
Transfers	-	-	-	-	-
Total Exp Authority	1,050	4,192,159	-	-	4,192,159
Reimbursements	-	-	-	-	-
Total Appropriation	1,050	4,192,159	-	-	4,192,159
<u>Revenue</u>					
Use of Money & Prop	102,450	42,000	-	-	42,000
Total Revenue	102,450	42,000	-	-	42,000
Operating Transfers In	559,900	543,472	-	-	543,472
Total Sources	662,350	585,472	-	-	585,472
Fund Balance		3,606,687	-	-	3,606,687

GROUP: Economic Development/public Services
DEPARTMENT: Redevelopment Agency - Housing Fund
FUND: Special Revenue SPH RDA

FUNCTION: General
ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2003-04 Department Request	H Vacant Position Impact	G+H I 2003-04 Proposed Budget (Adjusted)	J Recommended Vacant Restoration	I+J K 2003-04 Recommended Budget
Appropriation							
Services and Supplies	4,192,159	443,538	4,635,697	-	4,635,697	-	4,635,697
Transfers	-	265,190	265,190	-	265,190	-	265,190
Total Exp Authority	4,192,159	708,728	4,900,887	-	4,900,887	-	4,900,887
Reimbursements	-	-	-	-	-	-	-
Total Appropriation	4,192,159	708,728	4,900,887	-	4,900,887	-	4,900,887
Revenue							
Use of Money & Prop	42,000	33,200	75,200	-	75,200	-	75,200
Total Revenue	42,000	33,200	75,200	-	75,200	-	75,200
Operating Transfer In	543,472	14,228	557,700	-	557,700	-	557,700
Total Sources	585,472	47,428	632,900	-	632,900	-	632,900
Fund Balance	3,606,687	661,300	4,267,987	-	4,267,987	-	4,267,987
Budgeted Staffing	3.0	(0.1)	2.9		2.9		2.9

	Recommended Program Funded Adjustments	
Services and Supplies	443,538	Additional amount available for low & moderate housing due to increased fund balance.
Transfers	265,190	Transfer to RDA Operating Fund for salary and administrative costs.
Total Appropriation	708,728	
Revenue		
Operating Transfers In	14,228	Increased other financing sources from the debt service fund due to additional tax increment.
Use of Money	33,200	Increase in anticipated interest earnings due to a higher cash balance.
Total Sources	47,428	
Fund Balance	661,300	

REDEVELOPMENT AGENCY

BUDGET UNIT: DEBT SERVICE FUND (DBR RDA)

I. GENERAL PROGRAM STATEMENT

This debt service fund was established to account for the accumulation of net tax increment revenue and the payment of long-term debt from general tax increment collection. On January 25, 2000, the Board approved issuance of approximately \$20 million in tax allocation bonds. The proceeds from the sale of these bonds are used to finance infrastructure improvements within the San Sevaire Project Area and a senior apartment development. There is no staffing associated with this budget.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Requirements	3,542,312	4,617,327	3,397,908	4,601,251
Total Revenue	3,571,139	3,662,500	3,380,036	3,664,296
Fund Balance		954,827		936,955

Estimated expenditures for 2002-03 are \$1,219,419 less than budgeted due to the debt service reserve of \$936,955 not being expensed during the year; the actual tax allocation bond payment being less than budgeted, due to interest on the reserve held by the trustee; and operating transfers-out being less than budgeted due to the estimated tax increment revenue being less than budgeted.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

None.

PROGRAM CHANGES

None.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Economic Development/Public Services
DEPARTMENT: Redevelopment Agency - Debt Service
FUND: Debt Service DBR RDA

FUNCTION: General
ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Debt Service	1,432,632	1,591,200	-	-	1,591,200
Debt Service Reserve	-	936,955	-	-	936,955
Total Appropriation	1,432,632	2,528,155	-	-	2,528,155
Operating Transfers Out	1,965,276	2,089,172	-	-	2,089,172
Total Requirements	3,397,908	4,617,327	-	-	4,617,327
<u>Revenue</u>					
Use of Money & Prop	3,344,484	35,000	-	-	35,000
Taxes	35,552	3,627,500	-	-	3,627,500
Total Revenue	3,380,036	3,662,500	-	-	3,662,500
Fund Balance		954,827	-	-	954,827

GROUP: Economic Development/Public Services
DEPARTMENT: Redevelopment Agency - Debt Service
FUND: Debt Service DBR RDA

FUNCTION: General
ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2003-04 Department Request	H Vacant Position Impact	G+H I 2003-04 Proposed Budget (Adjusted)	J Recommended Vacant Restoration	I+J K 2003-04 Recommended Budget
Appropriation							
Debt Service	1,591,200	(5,060)	1,586,140	-	1,586,140	-	1,586,140
Debt Service Reserve	<u>936,955</u>	<u>12,230</u>	<u>949,185</u>	-	<u>949,185</u>	-	<u>949,185</u>
Total Appropriation	2,528,155	7,170	2,535,325	-	2,535,325	-	2,535,325
Operating Transfers Out	<u>2,089,172</u>	<u>(23,246)</u>	<u>2,065,926</u>	-	<u>2,065,926</u>	-	<u>2,065,926</u>
Total Requirements	4,617,327	(16,076)	4,601,251	-	4,601,251	-	4,601,251
Revenue							
Use of Money & Prop	35,000	(14,400)	20,600	-	20,600	-	20,600
Taxes	<u>3,627,500</u>	<u>16,196</u>	<u>3,643,696</u>	-	<u>3,643,696</u>	-	<u>3,643,696</u>
Total Revenue	3,662,500	1,796	3,664,296	-	3,664,296	-	3,664,296
Fund Balance	954,827	(17,872)	936,955	-	936,955	-	936,955

Recommended Program Funded Adjustments

Debt Service	10,000	Increased principal payments on tax allocation bonds.
	<u>(15,060)</u>	Decreased interest payments on tax allocation bonds.
	<u>(5,060)</u>	
Debt Service Reserve	<u>12,230</u>	Tax allocation bond payment will increase in 2004-05.
Oper. Transfers Out	<u>(23,246)</u>	Transfers to the operating fund and the Housing fund decreased.
Total Requirements	<u>(16,076)</u>	
Revenue		
Use of Money	<u>(14,400)</u>	Decrease in interest revenue.
Taxes	<u>16,196</u>	Increase in tax increment revenue anticipated in 2003-04.
Total Revenue	<u>1,796</u>	
Fund Balance	<u>(17,872)</u>	

REDEVELOPMENT AGENCY

BUDGET UNIT: RDA CAPITAL PROJECTS (SPD RDA) (formerly named Infrastructure Improvements)

I. GENERAL PROGRAM STATEMENT

This capital projects fund was established to provide separate accountability for infrastructure improvements financed from tax allocation bond proceeds. A complete list of these infrastructure improvements is included in the project's Redevelopment Plan. There is no staffing associated with this budget.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	1,886,865	7,389,625	120,620	7,256,559
Total Revenue	386,458	300,000	214,204	73,350
Fund Balance		7,089,625		7,183,209

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

None.

PROGRAM CHANGES

The Redevelopment Agency Board of Directors approved funding to include a fire station and street improvements in the unincorporated area near Fontana, on February 25, 2003.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Economic Development/Public Services
DEPARTMENT: Redevelopment Agency - RDA Capital Projects
FUND: Infrastructure Imp Fund SPD RDA

FUNCTION: General
ACTIVITY: Other General

REDEVELOPMENT AGENCY

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Services and Supples	120,620	7,389,625	-	-	7,389,625
Transfers	-	-	-	-	-
Total Appropriation	120,620	7,389,625	-	-	7,389,625
<u>Revenue</u>					
Use of Money & Prop	210,455	300,000	-	-	300,000
Other Revenue	3,749	-	-	-	-
Total Revenue	214,204	300,000	-	-	300,000
Fund Balance		7,089,625	-	-	7,089,625

GROUP: Economic Development/public Services
DEPARTMENT: Redevelopment Agency - RDA Capital Projects
FUND: Infrastructure Imp Fund SPD RDA

FUNCTION: General
ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2003-04 Department Request	H Vacant Position Impact	G+H I 2003-04 Proposed Budget (Adjusted)	J Recommended Vacant Restoration	I+J K 2003-04 Recommended Budget
Appropriation							
Services and Supplies	7,389,625	(7,389,625)	-	-	-	-	-
Transfers	-	7,256,559	7,256,559	-	7,256,559	-	7,256,559
Total Appropriation	7,389,625	(133,066)	7,256,559	-	7,256,559	-	7,256,559
Revenue							
Use of Money & Prop	300,000	(226,650)	73,350	-	73,350	-	73,350
Other Revenue	-	-	-	-	-	-	-
Total Revenue	300,000	(226,650)	73,350	-	73,350	-	73,350
Fund Balance	7,089,625	93,584	7,183,209	-	7,183,209	-	7,183,209

Recommended Program Funded Adjustments

Services and Supplies	<u>(7,389,625)</u>	Project payments that are due to other funds was moved to transfers due to GASB #34.
Transfers	<u>7,389,625</u>	Project payments that are due to other funds moved from services and supplies due to GASB #34.
	<u>(133,066)</u>	Decrease in project expenditures.
	<u>7,256,559</u>	
Total Appropriation	<u>(133,066)</u>	
Revenue		
Use of Money & Prop	<u>(226,650)</u>	Decrease in interest revenue due to lower interest rates and decreased cash balance.
Total Revenue	<u>(226,650)</u>	
Fund Balance	<u>93,584</u>	

REDEVELOPMENT AGENCY

BUDGET UNIT: RDA HOUSING PROJECTS (SPE RDA) (formerly named Senior Housing Project)

I. GENERAL PROGRAM STATEMENT

This capital projects fund was originally created to provide separate accountability for the construction of a 67-unit senior housing project. This project is complete.

This capital projects fund has been renamed to RDA Housing Projects and will be used to track the expenditures of future RDA housing projects. There is no staffing associated with this budget.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Requested 2003-04
Total Appropriation	-	270,789	-	252,251
Total Revenue	42,253	30,000	7,112	4,350
Fund Balance		240,789		247,901

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

None.

PROGRAM CHANGES

The 67-unit senior apartments constructed on Redwood Avenue were completed in October 2002.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Economic Development/Public Services
DEPARTMENT: Redevelopment Agency - RDA Housing Projects
FUND: Capital SPE RDA

FUNCTION: General
ACTIVITY: Other General

REDEVELOPMENT AGENCY

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Services and Supplies	-	270,789	-	-	270,789
Total Appropriation	-	270,789	-	-	270,789
<u>Revenue</u>					
Use of Money & Prop	7,112	30,000	-	-	30,000
Total Revenue	7,112	30,000	-	-	30,000
Fund Balance		240,789	-	-	240,789

GROUP: Economic Development/Public Services
DEPARTMENT: Redevelopment Agency - RDA Housing Projects
FUND: Capital SPE RDA

FUNCTION: General
ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	E	F	E+F G	H	G+H I	J	I+J K
	Board Approved Base Budget	Recommended Program Funded Adjustments	2003-04 Department Request	Vacant Position Impact	2003-04 Proposed Budget (Adjusted)	Recommended Vacant Restoration	2003-04 Recommended Budget
Appropriation							
Services and Supplies	270,789	(18,538)	252,251	-	252,251	-	252,251
Total Appropriation	270,789	(18,538)	252,251	-	252,251	-	252,251
Revenue							
Use of Money & Prop	30,000	(25,650)	4,350	-	4,350	-	4,350
Total Revenue	30,000	(25,650)	4,350	-	4,350	-	4,350
#VALUE!	240,789	7,112	247,901	-	247,901	-	247,901

Recommended Program Funded Adjustments

Services and Supplies	(18,538)	Decrease based upon a lower fund balance.
Total Appropriation	(18,538)	
Revenue		
Use of Money & Prop	(25,650)	Decrease in interest revenue.
Total Revenue	(25,650)	
Fund Balance	7,112	

REDEVELOPMENT AGENCY

BUDGET UNIT: VICTOR VALLEY ECONOMIC DEVELOPMENT AUTHORITY (VVEDA) (MPV 644)

I. GENERAL PROGRAM STATEMENT

This budget unit is being established to account for the county's administrative and operational costs related to the reuse of the former George Air Force Base. While the City of Victorville administers the program under a joint powers agreement, the county receives a portion of the tax increment generated in the redevelopment area, which must be expended on programs within the unincorporated portion of the project area. There is no staffing associated with this budget.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	-	-	-	830,219
Total Revenue	-	-	-	174,415
Fund Balance		-		655,804

The estimated fund balance as of June 30, 2003 of \$655,804 is the estimated net tax increment from Victor Valley Economic Development Authority (VVEDA) as of June 30, 2003.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

None.

PROGRAM CHANGES

None.

OTHER CHANGES

Based upon the recommendation of the external auditor who performed the 2001-02 RDA audit, this fund will be accounted for as part of the RDA. In addition, 20% of the funds available have been transferred to the new VVEDA-Housing fund to account for the tax increment that must be used for affordable housing.

IV. VACANCY POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Economic Development/Public Services
 DEPARTMENT: Redevelopment Agency - VVEDA
 FUND: Special Revenue MPV 644

FUNCTION: General
 ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Services and Supplies	-	-	-	-	-
Other Charges	-	-	-	-	-
Transfers	-	-	-	-	-
Total Appropriation	-	-	-	-	-
<u>Revenue</u>					
Use of Money & Prop	-	-	-	-	-
Other Gov't Aid	-	-	-	-	-
Total Revenue	-	-	-	-	-
Fund Balance		-	-	-	-

GROUP: Economic Development/Public Works
 DEPARTMENT: Redevelopment Agency - VVEDA
 FUND: Special Revenue MPV 644

FUNCTION: General
 ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	E	F	E+F	H	G+H	J	I+J
	Board	Recommended	G	H	I	J	K
	Approved	Program	2003-04	Vacant	2003-04	Recommended	2003-04
	Base	Funded	Department	Position	Proposed	Vacant	Recommended
	Budget	Adjustments	Request	Impact	Budget	Restoration	Budget
					(Adjusted)		
<u>Appropriation</u>							
Services and Supplies	-	799,986	799,986	-	799,986	-	799,986
Other Charges	-	10,400	10,400	-	10,400	-	10,400
Transfers	-	19,833	19,833	-	19,833	-	19,833
Total Appropriation	-	830,219	830,219	-	830,219	-	830,219
<u>Revenue</u>							
Use of Money & Prop	-	11,215	11,215	-	11,215	-	11,215
Other Gov't Aid	-	163,200	163,200	-	163,200	-	163,200
Total Revenue	-	174,415	174,415	-	174,415	-	174,415
Fund Balance		655,804	655,804	-	655,804	-	655,804

Recommended Program Funded Adjustments

Services and Supplies	<u>799,986</u>	Increase in professional services based on additional fund balance.
Other Charges	<u>10,400</u>	Administrative costs paid to the City of Victorville for overseeing VVEDA,
Transfers	<u>19,833</u>	Transfer to RDA operating fund for salary and administrative costs.
Total Appropriation	<u>830,219</u>	
Revenue		
Use of Money & Prop	<u>11,215</u>	Estimated interest revenue.
State, Fed or Gov't Aid	<u>163,200</u>	VVEDA estimated tax increment.
Total Revenue	<u>174,415</u>	
Fund Balance	<u>655,804</u>	

REDEVELOPMENT AGENCY

BUDGET UNIT: VICTOR VALLEY ECONOMIC DEVELOPMENT AUTHORITY-HOUSING (VVEDA-Housing) (MPW 644)

I. GENERAL PROGRAM STATEMENT

This budget unit is being established to account for the county's administrative and operational costs related to housing set aside fund generated through the redevelopment of the George Air Force Base. While the City of Victorville administers the general program under a joint powers agreement, the county receives a portion of the tax increment generated in the redevelopment area, of which 20% is set aside for affordable housing. These funds may be expended in any unincorporated county area. There is no staffing associated with this budget.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	-	-	-	252,685
Total Revenue	-	-	-	43,604
Fund Balance		-		209,081

The estimated fund balance as of June 30, 2003 of \$209,081 is the estimated net tax increment from Victor Valley Economic Development Authority (VVEDA) for housing as of June 30, 2003.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

None.

PROGRAM CHANGES

None.

OTHER CHANGES

Based upon the recommendation of the external auditor who performed the 2001-02 RDA audit, this fund was set up to account for the VVEDA tax increment that must be used for affordable housing. This fund will be accounted for as part of the RDA.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Economic Development/Public Services
DEPARTMENT: Redevelopment Agency - VVEDA Housing
FUND: Special Revenue MPW 644

FUNCTION: General
ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Services and Supplies	-	-	-	-	-
Other Charges	-	-	-	-	-
Transfers	-	-	-	-	-
Total Appropriation	-	-	-	-	-
<u>Revenue</u>					
Use of Money & Prop	-	-	-	-	-
Other Gov't Aid	-	-	-	-	-
Total Revenue	-	-	-	-	-
Operating Transfer In	-	-	-	-	-
Total Sources	-	-	-	-	-
Fund Balance		-	-	-	-

GROUP: Economic Development/Public Works
DEPARTMENT: Redevelopment Agency - VVEDA Housing
FUND: Special Revenue MPW 644

FUNCTION: General
ACTIVITY: Other General

ANALYSIS OF 2003-04 BUDGET

	E	F	E+F	H	G+H	J	I+J
	Board	Recommended	G		I		K
	Approved	Program	2003-04	Vacant	2003-04	Recommended	2003-04
	Base	Funded	Department	Position	Budget	Vacant	Recommended
	Budget	Adjustments	Request	Impact	(Adjusted)	Restoration	Budget
<u>Appropriation</u>							
Services and Supplies	-	230,252	230,252	-	230,252	-	230,252
Other Charges	-	2,600	2,600	-	2,600	-	2,600
Transfers	-	<u>19,833</u>	<u>19,833</u>	-	<u>19,833</u>	-	<u>19,833</u>
Total Appropriation	-	252,685	252,685	-	252,685	-	252,685
<u>Revenue</u>							
Use of Money & Prop	-	2,804	2,804	-	2,804	-	2,804
Other Gov't Aid	-	<u>40,800</u>	<u>40,800</u>	-	<u>40,800</u>	-	<u>40,800</u>
Total Revenue	-	43,604	43,604	-	43,604	-	43,604
Operating Transfer In	-	-	-	-	<u>-</u>	-	-
Total Sources	-	43,604	43,604	-	43,604	-	43,604
Fund Balance		209,081	209,081	-	209,081	-	209,081

Recommended Program Funded Adjustments

Services and Supplies	<u>230,252</u>	Increase in professional services based on fund balance.
Other Charges	<u>2,600</u>	Administrative costs paid to the City of Victorville for overseeing VVEDA,
Transfers	<u>19,833</u>	Transfer to RDA operating fund for salary and administrative costs.
Total Appropriation	<u>252,685</u>	
Revenue		
Use of Money & Prop	<u>2,804</u>	Estimated interest revenue.
Other Gov't Aid	<u>40,800</u>	VVEDA housing estimated tax increment.
Total Revenue	<u>43,604</u>	
Fund Balance	<u>209,081</u>	

COUNTY FIRE

POLICY DESCRIPTION FORM

Department/Group: County Fire Department Budget Code: SKX-106
 Title: Request for Fire Seasonal Supplemental Appropriation

PRIORITY: Rank 1 of 2 FUNDING: Full Year ☐ Other ☐ 6 Months

ITEM STATUS: Restoration ☐ Program Change ☐ Workload ☒

OPERATIONAL AND/OR FISCAL IMPACT: Clearly explain the impact on services (attach additional pages if required)

The San Bernardino County Fire Department is requesting a Supplemental Appropriation of \$1,317,000 for the 2003 Fire Season to allow additional staffing at eight (8) fire stations and the fire dozer that directly serve the San Bernardino Mountain communities.

Due to the unprecedented tree mortality in our local mountains and the extreme fire danger, this office is requesting supplemental funding for staffing at specific fire stations during the 2003 fire season period. These stations are in the areas of greatest risk to our communities and will be of extreme value for initial attack suppression and support structure protection activities. If this staffing plan is approved, these resources will greatly enhance our ability to control any fire, support mutual aid activities between local government agencies, and leave adequate resources in place when state and federal resources are committed on other incidents.

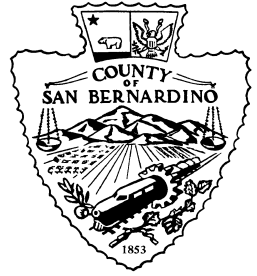
Fire season typically runs from May into December, although these months can fluxuate based on fuel moisture and weather patterns for all types of fuels. This request is for six months, beginning July 1 and ending on December 31, 2003, and utilizes existing personnel, equipment and supplies. Attached is a memorandum, which outlines the fire stations requiring additional staffing and related cost.

If this proposed supplemental funding and staffing plan is approved, all positions would be filled using either overtime personnel, our existing PCF personnel, which will allow for down staffing during weather related periods. Also, this would enable fire suppression support across the mountain to County Fire areas and other Fire Districts without abandoning local community fire protection, ambulance, and emergency medical services. These additionally staffed resources would be kept in county and not available for out of county response. This increased staffing is for the protection of our communities, our residents and our visitors to our local mountain.

		2003-04	Ongoing 2004-05
APPROPRIATIONS			
Salaries & Benefits (attach additional page if required)		\$ 1,317,000	\$ 0
CLASSIFICATIONS			
<u>Budgeted Staff</u>	<u>Title</u>		
<u>various</u>	<u>Overtime and existing PCF staff</u>		
	<u>Amount</u>		
	<u>\$1,317,000</u>		
Services & Supplies		0	0
Other (specify) _____		0	0
Equipment		0	0
FIXED ASSETS			
<u>Item</u>	<u>Amount</u>		
		0	0
Reimbursements (specify) _____		0	0
Total:		\$ 1,317,000	\$ 0
REVENUE (specify source)			

Total:		\$ 0	\$ 0
LOCAL COST		\$ 1,317,000	\$ 0

INTEROFFICE MEMO



DATE: MAY 5, 2003

PHONE: 387-5649

FROM: PETER R. HILLS
Fire Chief/Fire Warden
San Bernardino County Fire Department

MAIL CODE: 0450

TO: JOHN GOSS
Assistant Administrative Officer

SUBJECT: Request for Fire Season Supplemental Appropriation

Request

The San Bernardino County Fire Department is requesting a Supplemental Appropriation of \$1,317,000 for the 2003 Fire Season to allow additional staffing at eight (8) fire stations and the fire dozer that directly serve the San Bernardino Mountain communities.

Background

Due to the unprecedented tree mortality in our local mountains and the extreme fire danger, this office is requesting supplemental funding for staffing at specific fire stations during the 2003 fire season period. These stations are in the areas of greatest risk to our communities and will be of extreme value for initial attack suppression and support structure protection activities. If this staffing plan is approved, these resources will greatly enhance our ability to control any fire, support mutual aid activities between local government agencies, and leave adequate resources in place when state and federal resources are committed on other incidents.

Fire season typically runs from May into December, although these months can fluxuate based on fuel moisture and weather patterns for all types of fuels. This request is for six months, beginning July 1 and ending on December 31, 2003, and utilizes existing personnel, equipment and supplies. Listed below are the fire stations requiring additional staffing and related cost.

Fawnskin (Station 49)

Within the Bear Valley, only three other local government fire engines are staffed. The fulfilling of this request would provide a fourth staffed fire engine in the valley. The local fire chiefs are requesting six engines on initial dispatch for all fires due to the mountain's fire risk. Current staffing for this station is one company officer (captain or engineer) plus a limited term firefighter. This station covers an engine or ambulance, based on the call type, and relies on paid call firefighters to cover additional apparatus. The paid call company is unable to guarantee station coverage or additional engine responses during weekday hours. Our request is to daily staff the fire engine with a captain, engineer and limited term firefighter while maintaining ambulance staffing of a firefighter/paramedic and a limited term firefighter. This will increase daily staffing from two to five, for a net increase of three daily.

6 Month Cost

\$330,000

Lucerne Valley (Station 111)

The fulfilling of this request would provide a fifth engine to assist the Big Bear Valley and be of great value to fires originating in the northern part of the mountains. We have experienced many fires in this area that do threaten the communities of Baldwin Lake and Fawnskin. The local fire chiefs are requesting six engines on initial dispatched for all fires due to the mountain's fire risk. Current staffing for this station is one captain, one firefighter/paramedic and a limited term firefighter. This station covers the engine with the captain while a firefighter/paramedic and a limited term firefighter cover the ambulance. The paid call company is unable to guarantee station coverage or additional engine staffing. Our request is to staff the fire engine with a captain, engineer and limited term firefighter, while maintaining ambulance staffing of a firefighter/paramedic and a limited term firefighter. This will increase daily staffing from three to five, for a net increase of two daily.

6 Month Cost

\$189,000

Angelus Oaks (Station 15) & Forest Falls (Station 128)

On the eastern side of the San Bernardino Mountains there are two communities that have no fulltime staffing. Responses into these areas come from the paid call stations and are supported by fulltime crews from Mentone, Redlands and Yucaipa, which equates to a 20+ minute response. The paid call companies have difficulty with weekday coverage due to the community population working off the mountain, thus leaving this area very vulnerable. Our request is to hard cover the fire engine at

COUNTY FIRE

these stations for 10 hours a day with three PCF's. This will increase each stations daily staffing from zero to three for 10 hours per day, for a net increase of three for 10 hours daily.

6 Month Cost

\$110,000

Lake Arrowhead (Station 92)

The Lake Arrowhead area has been the hardest hit community on the mountain from the bark beetle tree mortality. The trees continue to die in this area at a rapid rate and any fire in this area will spread at rates that most firefighters have never experienced before. Fires not controlled within minutes will turn into major disasters and most likely affect homes and loss of lives. Our request is to staff an additional fire engine with a captain, engineer and a limited term firefighter, thus providing four engines for initial attack suppression efforts and the ability to provide mutual aid to Crest Forest and Running Springs Fire Departments without depleting resources in Lake Arrowhead. This will increase daily staffing from three to six, for a net increase of three daily.

6 Month Cost

\$350,000

Green Valley Lake (Station 129)

The community of Green Valley Lake has a PCF station and is one of the first fire engines into the backcountry, north of Green Valley Lake and Fawnskin. This community is fairly isolated and routinely asks for assistance from Arrowbear and Running Springs on all fires. Responses from these adjoining communities are approximately a 15+ minutes response. The paid call company has difficulty with weekday coverage due to community population working off the mountain, thus leaving this area very vulnerable. Our request is to hard cover the fire engine at this station for 10 hours a day with three PCF's. This will increase daily staffing from zero to three for 10 hours per day, for a net increase of three for 10 hours daily.

6 Month Cost

\$ 55,000

Wrightwood (Station 101)

Wrightwood has seen its share of fires during the past 5 years; these include the Narrows, Turtle, Blue Cut and Louisiana Fires. Wrightwood only has one staffed station for its community and must rely on support from the Phelan and Pinion Hills fire stations, which have a response time of 10+ minutes. Request for more than three local government engines must come from Hesperia, Victorville and Apple

COUNTY FIRE

Valley. This leaves this community vulnerable during initial attack fires and puts homes and property at risk. Current staffing for this station is one captain, one engineer/paramedic and a limited term firefighter. This station covers the engine with the captain while the engineer/paramedic and limited term firefighter cover the ambulance. The paid call company is unable to guarantee station coverage or additional engine staffing. Our request is to staff the fire engine with a captain, engineer and limited term firefighter while maintaining ambulance staffing of a firefighter/paramedic and a limited term firefighter. This will increase daily staffing from three to five, for a net increase of three daily.

6 Month Cost

\$178,000

Lytle Creek (Station 20)

The community of Lytle Creek has a PCF station and is one of the first fire engines into the surrounding canyons and is threatened every year by wildland fires. This community is fairly isolated and routinely asks for assistance from Devore, Fontana and Rialto on all fires. Responses from these adjoining communities are approximately a 12+ minutes response. The paid call company has difficulty with weekday coverage due to community population working off the mountain, thus leaving this area very vulnerable. Our request is to hard cover the fire engine at this station for 10 hours a day with three PCF's. This will increase daily staffing from zero to three for 10 hours per day, for a net increase of three for 10 hours daily.

6 Month Cost

\$ 55,000

Dozer Staffing

In 2000/01 budget year, the County General fund had provided the County Fire Department \$500,000 for providing county-wide urban-interface wildland fire protection. This original concept consisted of a fire dozer program, handcrew program and a fire/sheriff helicopter enhancement program but all money was later shifted to solely support the dozer program. We have operated this program through fiscal year 2002/03 and will be unable to continue as a dedicated program due to loss of funding. For the 2003 fire season, County Fire's dozer will be reduced to a "Call When Needed" status. This will delay emergency responses for the dozer to fires. Our request is to fund an operator assigned to the dozer program for six months. This will increase daily staffing from zero to one 4/10 work schedule, for a net increase of one.

6 Month Cost

\$50,000

COUNTY FIRE

Summary

If this proposed supplemental funding and staffing plan is approved, all positions would be filled using either overtime personnel, our existing PCF personnel, which will allow for down staffing during weather related periods. Also, this would enable fire suppression support across the mountain to County Fire areas and other Fire Districts without abandoning local community fire protection, ambulance, and emergency medical services. These additionally staffed resources would be kept in county and not available for out of county response. This increased staffing is for the protection of our communities, our residents and our visitors to our local mountains.

Total Request for Supplemental Appropriation	\$1,317,000
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COUNTY FIRE

POLICY DESCRIPTION FORM

Department/Group: County Fire Department Budget Code: SKX-106
 Title: Baker Fire Station - Construction and staffing for a new fire station

PRIORITY: Rank 2 of 2 FUNDING: Full Year ☒ Other ☐ _____ Months

ITEM STATUS: Restoration ☐ Program Change ☐ Workload ☒

OPERATIONAL AND/OR FISCAL IMPACT: Clearly explain the impact on services (attach additional pages if required)

County Fire currently provides fire, rescue, and EMS service to the Baker vicinity. Service is provided by the use of two apparatus, 2 paid-call firefighter (PCF) daily staffing, which is augmented with 3-4 Cornell prison inmate daily staffing. The Baker fire staff is part of a regional response system, which serves the unfunded areas surrounding the community of Baker, and includes areas along the I15, I40, and Hwy 127 traffic corridors. Baker fire staff is generally the first-in responders to approximately 3,800 square miles of service area.

There is no fire station in Baker, PCF staff respond from a rented motel/apartment during their shift, and the apparatus is housed in a maintenance building at the Baker Community Services District. Due to the lack of a facility and staffing needed to adequately support fire services in the Baker area, the department is requesting consideration to approve funding in connection with the construction and operation of a new 8,000 square foot fire station facility. Total project construction costs are \$1,750,000 and consist of construction (\$1,104,000), contractor costs (\$308,520), contingencies (\$127,127), and design/miscellaneous fees (\$210,353).

Due to firefighter safety issues, limited staff, and marginally trained staff (inmate labor), the department is requesting consideration to approve 15 budgeted staffing with annual salary/benefits funding of approximately \$1,200,000, plus \$200,000 in operations and maintenance.

	2003-04	Ongoing 2004-05
APPROPRIATIONS		
Salaries & Benefits (attach additional page if required)	\$ 0	\$ 1,200,000

CLASSIFICATIONS		
Budgeted Staff	Title	Amount
2.0	Fire Captain	
3.0	Fire Engineer	
3.0	Firefighter/paramedic	
7.0	Conversion of existing PCF's to regular firefighters and engineer positions	

Services & Supplies

Other (specify) Fire station annual operating expenses \$0 \$200,000

Equipment \$0 \$0

FIXED ASSETS			
Item	Amount		
8,000 square foot fire station	\$1,750,000	\$1,750,000	\$0

Reimbursements (specify) _____ \$0 \$0

Total: \$ 1,750,000 \$ 1,400,000

REVENUE (specify source)

Total: \$ 0 \$ 0

LOCAL COST \$ 1,750,000 \$ 1,400,000